

Vanpool and Vanshare Business Passport Use Form



Metro Transit Division
Rideshare Operations
Commuter Van Program
KSC-TR-0812
201 South Jackson Street
Seattle, WA 98104
Vanpool.GroupSupport@kingcounty.gov

Provide the information requested below, provide a photocopy of your ORCA card, sign and date the form and submit to Rideshare Operations.

Printed or Typed Name
(First, Middle Initial, Last)

ORCA Card Serial Number

Name of Employer

Name of Subsidy Provider
(if different than employer)

Provide photocopy of ORCA card in space below.

Make sure the 8-digit card serial number is legible.
Redact or omit the 3-digit Card Verification Number.

Rules of Use

1. A Business Passport vanpool or vanshare subsidy is not transferable to another person.
2. Only participants paying a fare can use a Business Passport subsidy.
3. The Business Passport subsidy cannot be applied to expenses, such as personal use or another rider's fare.
4. When the Business Passport subsidy is less than the fare, I am responsible for paying the difference.
5. The maximum Business Passport subsidy claimed cannot exceed the fare. No credits or refunds will be given.

I understand and agree to the rules for using the Business Passport subsidy for my vanpool or vanshare fare.

Cardholder's Signature

Date